

## DEPARTMENT OF HEALTH PROFESSIONS - DIRECTIVES

**DIRECTIVE NO.:** 5.4

**EFFECTIVE:** 5/15/2000

**SUPERSEDES:** 7-1-98

**APPROVAL:** \_\_\_\_\_

### 5.4 Compensation for Members of Appointed Bodies

**Purpose:** To compensate members and provide for adequate controls for purposes of budgeting and payment of such members.

**Policy:** The Department of Health Professions recognizes the valuable contribution of citizens of the Commonwealth who devote their time and talent to the appropriate regulation of health care providers. To this end the agency will budget for and compensate members consistent with §2.1-20.3 of the *Code of Virginia* as follows.

- Procedures:**1. In addition to the compensation for members of bodies receiving compensation pursuant to §2.1-20.4 of the *Code* the members of the following bodies shall be deemed eligible for \$50.00 per day plus reasonable and necessary expenses for each day or portion thereof in which the member is engaged in the business of that body.
- A. Any standing body whose establishment and membership is specifically required pursuant to Subtitle III of Title 54.1 of the *Code of Virginia*;
  - B. Any standing body whose establishment and membership is specifically required pursuant to a regulation of a health regulatory board, the Board of Health Professions or the Department of Health Professions ; or
  - C. Any standing body whose establishment and membership is specifically required pursuant to by-laws of a health regulatory board or the Board of Health Professions.
  - D. Any Ad Hoc Advisory Committee appointed pursuant to a board's Public Participation Guidelines to provide assistance in the development, modification or repeal of named regulations.

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2. Nothing in this directive shall be construed as authorizing more than \$50 in compensation per day per member including circumstances where a person is holding seats on more than one body. Compensation may be prorated among bodies for service among bodies.
3. Nothing contained in the Directive shall be construed as authorizing per diem payment for full time employees of the Commonwealth or its political subdivisions which is prohibited by §2.1-20.3.C of the *Code*.
4. Nothing contained in this directive shall be construed to authorize per diem compensation for members of ad hoc bodies unless such membership is incidental to duties associated with appointment to a body specified in 1 above.
5. The Director of the Finance Division may require the registration of members to include membership, address, social security number and employment status to facilitate compliance with law, regulation or this directive.
6. Each Board Executive shall implement this directive corresponding to his job description. Copies of all current By Laws or Regulations establishing a standing body shall be filed with the Director of Finance.